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Please note - if disabled access is required to any meeting of the parish council, then prior notification of attendance must be given to the clerk.

Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Houlton Hall) , South Street, Great Waltham, Essex CM3 1DF Telephone 07880717329
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Posted: Wednesday 26th July 2023

You are hereby summonsed to attend the meeting of the Finance and General Purposes Committee of Great Waltham Parish Council in the Pavilion , South Street , Great Waltham on Monday 31st July 2023 at **7.30pm** for the purpose of transacting the following business.

W.J.Adshead-Grant, Clerk.

AGENDA.

1. Elect a Chair .

2. Chair's Welcome:

Chair:

Cllrs:

3. Apologies for Absence.

4. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.

Members are required to declare any personal or prejudicial interests they know they may. in items of business on the meeting's agenda. They are reminded that they will need to make their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

5. Public Participation session - items do not need to on the agenda.

Public Question Time. Members of the public are invited to address the Council, give their views, and question the Council about issues on this agenda, or raise issues for future consideration (at the discretion of the Chair). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. Members of the public should address their representation through the Chair of the meeting.

6. To review open items on the Action Tracker circulated prior to the meeting (Cllr Gilbert).

7. Review of the Budget Performance 2022-2023 (deferred from the previous meeting's agenda) (Clerk).

£26,294 carried forward –

- £21,291 moved to Capital works as per budget.
- £5,000 moved to general reserve as per budget.
- £3 balance carried forward to general reserve.

FY 2022 to 2023

	Budget	Spent	Balance
Staff Costs	£26,200	£31,622	-£5,422
Administration	£9,349	£9,031	£318
Open Spaces	£42,711	£12,036	£30,675
Allotments	£1,400	£1,286	£114
Grants	£2,000	£1,391	£609

£26,294 Bal

8. Review of Budget Performance 2023 - 2024 (Clerk).

FY 2023 to 2024

	Budget	Spent	Balance
Staff Costs	£32,930	£10,262	£22,668
Administration	£8,341	£4,565	£3,776
Open Spaces	£36,450	£3,715	£32,735
Allotments	£1,350	£36	£1,314
Grants	£2,200	£0	£2,200

£62,694 Bal

9. Discuss additional items for the 2024-2025 financial year (deferred from the previous meeting's agenda) (All).

Committed Spend				£70,185	2022-2023	2023-2024	2024-2025
Date FY	Location	Details	Value £	£21,000.00	£20,201.00	£31,700.00	
2022-2023	HS	Howe Street Multi Play	£7,575	£13,426			
2022-2023	FE	2 Picnic Tables (+Installation)	£750	£12,676			
2022-2023	FE	2 Benches (plus Installation)	£750	£11,926			
2022-2023	GW	Gw Pavilion External Works	£3,000	£8,926			
2022-2023	FE	Verti Quake FE	£880	£8,046			
2023-2024	HS	Howe Street Multi Play	£7,575	£471			
2023-2024	FE	2 Picnic Tables (+Installation)	£750		£19,451		
2023-2024	FE	2 Benches (plus Installation)	£750		£18,701		
2023-2024	HS	Howe Street bench (Recycled Material)	£756		£17,945		
2023-2024		Defib + Cabinet	£3,000		£14,945		
2023-2024		Defib + Cabinet	£3,000		£11,945		
2023-2024	FE	Fence at FE	£1,870		£10,075		
2023-2024	GW	Container	£2,500		£7,575		
2024-2025	GW	GW Tower	£19,194				£20,081
2024-2025	FE	Fe Muga/Goal end	£14,836				£5,245
	GW	Defib + Cabinet	£3,000				

10. To consider and agree the continued development of a procurement policy document (deferred from the previous meeting's agenda) (Cllr Gilbert).
11. To receive an update on implementation and use of the new finance software package (Clerk).
12. To discuss the Council's reserving policy in light of comments in the Council's latest internal audit report (Cllr Gilbert).
13. To consider the introduction of an internal financial control document (as indicated in the Council's latest internal audit report) (Cllr Gilbert).
14. To discuss and agree the format for recording the Council's assets (to make clear any differences between financial reporting figures and insurance valuations) (Cllr Gilbert).
15. To receive an update on the application for a loan in relation to the proposed average speed camera system at Ford End, and to consider its impact on budgetary considerations going forwards (Cllr Gilbert).

Members – Cllr Jackson, Cllr Martin, Cllr Gilbert, Cllr Bradley , Cllr Micklem and Cllr Stephenson.